

PURCHASE / CONTRACT / CONSENT FORM

City of Hagerstown Mayor and Council

Regular Session Date: November 22, 2022 Special Session Date: _____

Originating Department: Utilities Division (if applicable): Water

Department Director or Manager: William Luhn

Account/Project Name: City/County Joint Chemical Bid

Account No: Various CIP Control No. _____

Budget Amount: \$ 1,163,000 Account Balance: \$ 610,165 Unbudgeted Amount: \$

Fiscal Year: FY23 Source of Funds: Water Operations Budget

Quantity	Description	Value
76	Water - Chemicals - Tons Liquid Chlorine (Univar USA)	\$ 237,500.00
150000	Water - Chemicals - Pounds Aqueous Ammonia (Univar USA)	\$ 31,500.00
16	Water - Chemicals - Tons Powered Activated Carbon (G.S. Coyne)	\$ 48,588.16
800	Water - Chemicals - Tons Del-Pac (USALCO)	\$ 459,200.00
170000	Water - Chemicals - Gallons 25% Liquid Caustic Soda (Univar USA)	\$ 278,800.00
32000	Water - Chemicals - Gallons 93% Sulfuric Acid (Brenntag NE)	\$ 117,760.00
52000	Water - Chemicals - Pounds Potassium Permanganate (Univar USA)	\$ 245,960.00
15000	Water - Chemicals - Gallons Hydrofluosilicic Acid (G. S. Coyne)	\$ 90,750.00
6000	Water - Chemicals - Pounds Sodium Bisulfite (Univar USA)	\$ 2,700.00
TOTAL VALUE OF PROJECT		\$ 1,512,758.16

ABOVE TO BE USED FOR: The above chemicals are used in the water treatment process. The chemicals are bid as part of a combined purchase agreement with Washington County.
Bid spans 2-fiscal years and balance will be budgeted in the FY24 Budget. There are also funds encumbered (\$303K) which are not included in the account balance.

RECOMMENDED VENDOR: Business Name: Various
Business Address: _____
City/State/Zip: _____

Bid/Proposal/Quote No.:	Sole Source?	Yes	No
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[illegible]

PLEASE INDICATE WHICH FOCUS AREA OF THE MAYOR & COUNCIL'S STRATEGIC PLAN THIS PURCHASE/CONTRACT APPLIES TO		
Indicate with an X	FOCUS AREA	GOAL STATEMENT
	NEIGHBORHOODS REVITALIZATION & SUSTAINABILITY	The citizens of Hagerstown will experience a high quality of life.
	PUBLIC SAFETY	The City of Hagerstown ensures that all who live, work, and play in the City of Hagerstown will be healthy and safe.
X	PUBLIC FACILITIES & INFRASTRUCTURE	The City of Hagerstown will maintain quality services and infrastructure that support residents and businesses in a cost-effective manner.
	ECONOMIC DEVELOPMENT	The City of Hagerstown will continue to grow a diverse, business-friendly economy that supports the community's needs.
	CITIZEN-BASED GOVERNMENT	The City of Hagerstown is an ethical and financial responsible government.
	FISCAL ACCOUNTABILITY	The City of Hagerstown will strive for continuous improvement of fiscal responsible decision making.
	PARKS & RECREATION FOR ACTIVE/HEALTHY LIVING	The City of Hagerstown supports a culturally vibrant community.
	INNOVATIVE/PROGRESSIVE GOVERNMENT	The City of Hagerstown is committed to employee development, excellence in services, and adapting to meet the needs of the community and organization.
	COMMUNITY PROMOTION/PRIDE	The City of Hagerstown will improve our community image.
	ECONOMIC DEVELOPMENT THROUGH SPORTS AND TOURISM	The City of Hagerstown will be creative and diversify opportunities for economic development through non-traditional means.
	MISC. PROJECTS, GOALS AND LEGISLATIVE PRIORITIES	The City of Hagerstown takes a creative approach at finding solutions.

REVIEWED AND APPROVED AS FOLLOWS:

(1) Department Director and Division Manager

COMMENTS Due to the large number of chemicals there is a second sheet.

William Luhn Digitally signed by William Luhn
Date: 2022.11.04 07:18:54 -04'00'

Signature / Date

Nancy Hausrath Digitally signed by Nancy Hausrath
Date: 2022.11.08 17:26:14 -05'00'

Signature / Date

(2) Purchasing Agent

COMMENTS

Recommend Approval: need w9 from Univa, Corne, USAA

Tyler Freese 11/9/22

Signature / Date

(3) Chief Financial Officer

COMMENTS

(1 of 2)
Approve. there is adequate cash and approved FY23 budget to cover these necessary chemical purchases. It is anticipated funding will continue to be included in FY24 to cover the span of these purchases.

Michelle J. 11/9/22

Signature / Date

(4) City Administrator

COMMENTS

Recommend Approval

Scott Newman 11/9/22

Signature / Date

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Quantity	Description	Value
180000	Water - Chemicals - Pounds Poly-Orthophosphate - (Shannon Chem.)	\$ 257,400.00
58000	Water - Chemicals - Pounds Morton's Salt - lbs. (Univar USA)	\$ 21,460.00
	Subtotal from page #1	\$ 1,512,758.16
TOTAL VALUE OF PROJECT		\$ 1,791,618.16

ABOVE TO BE USED FOR: The above chemicals are used in the water treatment process. The chemicals are bid as part of a combined purchase agreement with Washington County.
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Business Address: _____
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Bid/Proposal/Quote No.: _____ Sole Source? _____ Yes _____ No

[illegible]

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REVIEWED AND APPROVED AS FOLLOWS:

(1) Department Director and Division Manager

COMMENTS

William Luhn Digitally signed by William Luhn
Date: 2022.11.04 07:22:00 -04'00'

Signature / Date

Nancy Hausrath Digitally signed by Nancy Hausrath
Date: 2022.11.08 17:25:49 -05'00'

Signature / Date

(2) Purchasing Agent

COMMENTS

Recommend Approval; need updated wq from Sharon

Tyler Frazer 11-9-22

Signature / Date

(3) Chief Financial Officer

COMMENTS

Approve (continued)
2 of 2

Michelle H. 11/9/22

Signature / Date

(4) City Administrator

COMMENTS

Signature / Date